MARCHE PUBLIC DE TRAVAUX

**ACTE D'ENGAGEMENT  
(AE)**

**Référence :DRFiP59-DUNKERQUE-TRX-2025**

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| ***Représentant du Pouvoir adjudicateur(RPA) exerçant la maîtrise d'ouvrage*** |
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| Ministère de l’Économie, des Finances et de la Relance  DRFIP des Hauts-de-France et du département du Nord  Pôle Pilotage et Ressources  Division immobilier  82 avenue Kennedy  59033 Lille cedex |
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| ***Objet du marché*** |
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| Aménagement des bureaux au CFP de Dunkerque  Travaux d’aménagements des bureaux au RDC |
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| **Marché à procédure adaptée**, passé en application des articles L.2123-1 et R. 2123-1, R.2123-4, R.2123-5 du CCP. |
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| ***Imputation*** | (Réservé pour la mention d'exemplaire unique du marché) |
| Programme 156 |  |

**ACTE D'ENGAGEMENT  
(AE)**

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| ***Représentant du Pouvoir Adjudicateur (RPA)*** |
|  |
| Madame la Directrice du Pôle Ressources et Conditions de Travail de la Direction Régionale des Finances Publiques des Hauts-de-France et du département du Nord |
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| ***Ordonnateur*** |
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| Madame la Directrice du Pôle Ressources et Conditions de Travail de la Direction Régionale des Finances Publiques des Hauts-de-France et du département du Nord |
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| ***Comptable public assignataire*** |
|  |
| Monsieur le Directeur Départemental des Finances Publiques du département de la Somme |
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***Dans la suite du présent document le représentant du pouvoir adjudicateur est désigné "Maître d'ouvrage".***

***Dans tout ce document, le code de la commande publique est désigné par l’abréviation CCP.***

# ARTICLE PREMIER. CONTRACTANT(S)

**Je soussigné,**

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|  | **Agissant pour le nom et le compte de la Société** : (intitulé complet et forme juridique de la société) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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**Nous soussignés,**

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| **Cotraitant 2** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | La société est-elle une PME ?  Oui -  Non | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| **Cotraitant 3** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Agissant pour le nom et le compte de la Société** : (intitulé complet et forme juridique de la société) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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|  | La société est-elle une PME ?  Oui -  Non | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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|  | La société est-elle une PME ?  Oui -  Non | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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après avoir :

* pris connaissance du Cahier des Clauses Administratives Particulières (CCAP) **N° DRFiP59-DUNKERQUE-TRX-2025** et des documents qui y sont mentionnés ;
* produit les documents et renseignements visés aux articles R.2143-3 et R.2143-4 du CCP ;

**m'engage** sans réserve, à produire, dans les conditions fixées au règlement de la consultation, les certificats, attestations et déclarations mentionnés aux articles R.2143-6 à R.2143-10 du CCP ainsi que les attestations visées aux articles 1-6.1, 1-6.2 et 1-6.3 du CCAP et, conformément aux stipulations des documents cités ci-dessus, à exécuter les prestations **du lot désigné en page 1** du présent acte d'engagement dans les conditions ci-après définies.

L'offre ainsi présentée ne **me** lie toutefois que si son acceptation **m'**est notifiée dans un délai de 90 jours à compter de la date limite de remise des offres fixée par le règlement de la consultation et rappelée en page de garde du CCAP.

**nous engageons** sans réserve, en tant que cotraitants **groupés solidaires**, représentés par :

mandataire du groupement, à produire, dans les conditions fixées au règlement de la consultation, les certificats, attestations et déclarations mentionnés aux articles R.2143-6 à R.2143-10 du CCP ainsi que les attestations visées aux articles 1-6.1, 1-6.2 et 1-6.3 du CCAP et, conformément aux stipulations des documents cités ci-dessus, à exécuter les prestations **du lot désigné en page 1** du présent acte d'engagement dans les conditions ci-après définies.

L'offre ainsi présentée ne **nous** lie toutefois que si son acceptation **nous** est notifiée dans un délai de 90 jours à compter de la date limite de remise des offres fixée par le règlement de la consultation et rappelée en page de garde du CCAP.

**nous engageons** sans réserve, en tant que cotraitants **groupés conjoints**, représentés par :

mandataire du groupement, à produire, dans les conditions fixées au règlement de la consultation, les certificats, attestations et déclarations mentionnés aux articles R.2143-6 à R.2143-10 du CCP ainsi que les attestations visées aux articles 1-6.1, 1-6.2 et 1-6.3 du CCAP et, conformément aux stipulations des documents cités ci-dessus, à exécuter les prestations **du lot désigné en page 1** du présent acte d'engagement dans les conditions ci-après définies et selon la répartition des prestations précisée en annexe au présent acte d'engagement.

Le mandataire du groupement conjoint **est solidaire** de chacun des membres du groupement pour ses obligations contractuelles à l'égard du maître d'ouvrage, pour l'exécution du marché.

L'offre ainsi présentée ne **nous** lie toutefois que si son acceptation **nous** est notifiée dans un délai de 90 jours à compter de la date limite de remise des offres fixée par le règlement de la consultation et rappelée en page de garde du CCAP.

# ARTICLE 2. PRESTATIONS ET PRIX

## 2-1. Montant du marché

L'offre de prix est établie sur la base des conditions économiques en vigueur au mois m0 défini à l'article 5-3.2 du CCAP.

Les modalités de variation des prix sont fixées à l'article 5-3 du CCAP.

Les prestations définies au CCAP portent sur les 2 Lots de l’opération travaux.

**Évaluation des travaux**

**Pour le/les lot(s)** n°  :

L'évaluation de l'ensemble des travaux du **lot** pour lequel **je m'engage / nous nous engageons**, telle qu'elle résulte du détail estimatif, est :

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| * Montant hors TVA**:** | | | |  | | |  |
|  | | | |  | | |  |
|  | | | |  | | |  |
| * TVA au taux de |  | %,       soit |  | |  | | |
|  | | | |  | | |  |
| * Montant TVA incluse : | | | |  | | |  |
|  | | | |  | | |  |
| Arrêté en lettres à |  | | | | |  | |
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**Groupement conjoint**

Le détail des prestations exécutées par chacun des membres du **groupement conjoint** ainsi que la répartition de la rémunération correspondante sont joints en annexe au présent acte d'engagement.

Le mandataire y indique en outre le montant de sa prestation de mandat.

## 2-2. Montant sous-traité

En cas de recours à la sous-traitance, conformément aux articles L.2193-4, L.2193-5 et R.2193-1 du CCP, un formulaire DC4 sera annexé au présent acte d'engagement pour chaque sous-traitant et indiquera la nature et le montant des prestations qui seront exécutées par chaque sous-traitant, son nom et ses conditions de paiement. Le montant des prestations sous-traitées indiqué dans chaque formulaire annexé constitue le montant maximal de la créance que le sous-traitant concerné pourra présenter en nantissement ou céder. Le montant indiqué au formulaire DC4 est exprimé hors taxe ; le titulaire doit également préciser dans ce formulaire que la TVA est autoliquidée.

Chaque formulaire annexé constitue une demande d'acceptation du sous-traitant concerné et d'agrément des conditions de paiement du contrat de sous-traitance. La notification du marché est réputée emporter acceptation du sous-traitant et agrément des conditions de paiement du contrat de sous-traitance.

Le montant total des prestations sous-traitées conformément à ces formulaires annexés est de :

### **Prestataire unique**

|  |  |  |
| --- | --- | --- |
| * Montant hors TVA | |  | | --- | |  | |
| * Montant TVA incluse | |  | | --- | |  | |

### **groupement**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Co-traitant 1 | Co-traitant 2 | Co-traitant 3 |
| Montant hors TVA |  |  |  |
| Montant TVA incluse |  |  |  |

Les déclarations et attestations (article R 2193-1 et 2 du code de la commande publique) des sous-traitants recensés dans les formulaires annexés, sont jointes au présen acte d’engagement.

**Créance présentée en nantissement ou cession**

### **Prestataire unique**

Le montant maximal, TVA incluse, de la créance que **je pourrai** présenter en nantissement ou céder est ainsi de : ……………………………………...

### **groupement**

Les montants maximaux, TVA incluse, des créances que **nous pourrons** présenter en nantissement ou céder sont : ………………………………………

|  |  |  |  |
| --- | --- | --- | --- |
|  | Co-traitant 1 | Co-traitant 2 | Co-traitant 3 |
| Montant TTC |  |  |  |

# ARTICLE 3. DELAI D'EXECUTION DU MARCHE

## 3-1. Période de préparation

Le délai de la période de préparation **d'un lot** part de la date fixée par l'ordre de service du maître d’oeuvre qui prescrira de la commencer.

En application de l'article 28.1 du CCAG/TRX, ce délai est fixé à 1 mois.

## 3-2. Délai d'exécution des travaux

Le délai global d'exécution des travaux **de l'ensemble des lots** est de 4 mois à compter de la date fixée par l'ordre de service qui prescrira de commencer l'exécution du/des premier(s) lot(s).

Le délai d'exécution **propre au lot** pour lequel **je m'engage / nous nous engageons** sera déterminé dans les conditions stipulées à l'article 6-1 du CCAP sur la base du calendrier prévisionnel annexé au présent acte d'engagement.

L'ordre de service prescrivant de commencer l'ensemble des travaux sera notifié à chaque entreprise titulaire d'un lot.

# ARTICLE 4. PAIEMENTS

Les modalités du règlement des comptes du marché sont spécifiées à l'article 5-2 du CCAP.

**Entreprise unique**

Le maître d'ouvrage se libérera des sommes dues au titre du présent marché en faisant porter le montant au crédit du compte (joindre un RIB ou RIP) :

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | compte ouvert à l'organisme bancaire : | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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Toutefois, le maître d'ouvrage se libérera des sommes dues aux sous-traitants payés directement en en faisant porter les montants au crédit des comptes désignés dans les annexes, les avenants ou les actes spéciaux.

**Groupement solidaire**

Le maître d'ouvrage se libérera des sommes dues au titre du présent marché en faisant porter le montant au crédit du compte (joindre un RIB ou RIP) :

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | Les soussignées entreprises groupées solidaires, autres que le mandataire, donnent par les présentes à ce mandataire qui l'accepte, procuration à l'effet de percevoir pour leur compte les sommes qui leurs sont dues en exécution du marché par règlement au compte ci-dessus du mandataire. Ces paiements seront libératoires vis-à-vis des entreprises groupées solidaires. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |

Toutefois, le maître d'ouvrage se libérera des sommes dues aux sous-traitants payés directement en en faisant porter les montants au crédit des comptes désignés dans les annexes, les avenants ou les actes spéciaux.

**Groupement conjoint**

Le maître d'ouvrage se libérera des sommes dues au titre du présent marché en faisant porter le montant au crédit des comptes (joindre un RIB ou RIP) :

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **Cotraitant 1** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | **Cotraitant 2** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | **Cotraitant 3** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | **Cotraitant 4** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | **Cotraitant 5** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | BIC (par SWIFT) |  |  | |  |  | |  |  | | |  |  | | |  |  | | |  | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
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Toutefois, le maître d'ouvrage se libérera des sommes dues aux sous-traitants payés directement en faisant porter les montants au crédit des comptes désignés dans les annexes, les avenants ou les actes spéciaux.

**Entreprise unique**

Le titulaire désigné ci-devant :

**refuse** de percevoir l'avance prévue à l'article 7-2 du CCAP.

**ne refuse pas** de percevoir l'avance prévue à l'article 7-2 du CCAP.

**Groupement solidaire**

Les membres du groupement désignés ci-devant :

**refusent** de percevoir l'avance prévue à l'article 7-2 du CCAP.

**ne refusent pas** de percevoir l'avance prévue à l'article 7-2 du CCAP.

**Groupement conjoint**

| **N° du cotraitant** | **Avance prévue à l'article 7-2 du CCAP** | |
| --- | --- | --- |
| 1 | refusent de la percevoir | ne refusent pas de la percevoir |
| 2 | refusent de la percevoir | ne refusent pas de la percevoir |
| 3 | refusent de la percevoir | ne refusent pas de la percevoir |
| 4 | refusent de la percevoir | ne refusent pas de la percevoir |
| 5 | refusent de la percevoir | ne refusent pas de la percevoir |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Fait en un seul original   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | À : | |  | | --- | |  | | Le : | |  | | --- | |  | |   Mention(s) manuscrite(s) « lu et approuvé » signature(s) de l’/des entreprise(s) :   |  | | --- | |  |   *Le ou les signataire(s) doi(en)t être habilité(s) à engager la ou les société(s).* |

|  |
| --- |
| Visa |
| Le présent marché est soumis à avis/visa du contrôleur budgétaire  OUI  NON  Avis de l’autorité chargée du contrôle budgétaire régional   |  |  |  |  | | --- | --- | --- | --- | | Avis : | | | | | À : | |  | | --- | |  | | Le : | |  | | --- | |  | | |  | | | | |

|  |
| --- |
| Acceptation de l’offre |
| Est acceptée la présente offre pour valoir acte d’engagement  Le représentant du pouvoir adjudicateur   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | À : | |  | | --- | |  | | Le : | |  | | --- | |  | | |

|  |  |
| --- | --- |
| Date d’effet du marché | |
| Reçu notification du marché le : |  |
| Le **titulaire** / **mandataire du groupement** |  |
| Reçu le l’accusé de réception de la notification du marché  du **titulaire** / **mandataire du groupement** destinataire.  Pour le représentant du pouvoir adjudicateur,  à : le : | |

**ANNEXE N°\_\_\_ A L'ACTE D'ENGAGEMENT EN CAS DE**

**GROUPEMENT CONJOINT**

**Détail des prestations exécutées par chacun des cotraitants**

**Répartition de la rémunération correspondante**

**1. Détail des prestations :**

| **Nom du mandataire**  **cotraitant 1** | | | **Prestations du mandataire - Poste(s) technique(s)** |
| --- | --- | --- | --- |
|  | | |  |
|  | | |  |
|  | | |  |
| **Autres cotraitants** | | | **Prestations des autres cotraitants - Poste(s) technique(s)** |
|  | | |  |
| **N°2** |  |  | |
|  | | |  |
| **N°3** |  |  | |
|  | | |  |
| **N°4** |  |  | |
|  | | |  |
| **N°5** |  |  | |

**2. Répartition de la rémunération**

| **Prestations** | | | | | | | | | | **Montant hors TVA** | | | **Montant TVA** | | | **Montant TVA incluse** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Mandataire - cotraitant 1** | | | | | | | | | |  | | |  | | |  |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | | | | | | | |  | | |  | | |  |
| Prestation de mandat | | | | | | | | | |  | | |  | | |  |
|  | | | | | | | | | |  | | |  | | |  |
| **Total mandataire** (I) | | | | | | | | | |  | | |  | | |  |
| **Autres cotraitant** | | | | | | | | | |  | | |  | | |  |
| N° | 2 | TVA | |  | | % | |  | | |  | | |  | | |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | | | | | | | |  | | |  | | |  |
| N° | 3 | TVA | |  | | % | |  | | |  | | |  | | |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | | | | | | | |  | | |  | | |  |
| N° | 4 | TVA | |  | | % | |  | | |  | | |  | | |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | | | | | | | |  | | |  | | |  |
| N° | 5 | TVA | |  | | % | |  | | |  | | |  | | |
|  | | | TVA | |  | | % | |  | | |  | | |  | |
|  | | | | | | | | | |  | | |  | | |  |
| **Total autres cotraitants** (II) | | | | | | | | | |  | | |  | | |  |
| **Total du marché** (I) + (II) | | | | | | | | | |  | | |  | | |  |